

Billings Job Service Employer Committee Planning Meeting Minutes

Date: August 20, 2013

Location: The Crowne Plaza

Attending: Denise Smith, Jennifer Kobza, Lisa Wallace, Vonda Sorenson, Pat Reuss, Jennifer Flinchbaugh, Tara Spracklen, Tonya Rose, Amy Schneider, Lisa Wallace, Ryan Van Ballegooyen, Jana Nelson, Trisha Glen

I. Treasurer's Report

- a. Approval of financial statement to be postponed due the need for LynnDee's input
- b. Request for treasurer to obtain a Visa card and/or debit card
 - i. Voted to have LynnDee obtain details in Bylaws to find out if it is allowable

II. Jim Nys Action Items

- a. Committee voted to have all register's pay \$75.00 with no discounts
 - i. HRCI credits still pending for seminar

III. Jobs Jamboree Action Items

- a. Committee voted to rent the entire Montana Pavilion
 - i. Suggestion to further conversations on employer booth layout
 - ii. Total cost for Montana Pavilion is \$2,800.00
- b. Committee voted to increase Premier Sponsorship from \$1,000.00 to \$1,250.00
- c. Committee voted to increase Event Sponsorship from \$250.00 to \$275.00 (no early bird discount)
- d. Committee voted to increase Basic registration from \$125.00 to \$150.00
- e. Committee voted Early Bird basic registration from \$100.00 to \$125.00

IV. Ryan Van Ballegooyen, Job Service Manager, facilitated a presentation

- a. Job Service Mission, Vision, Value Statement
- b. Services Job Services provides to Employers
 - i. Log onto www.employbillings.com
 - ii. Click onto Employer Services located in the green column

V. Denise Smith, JSEC Chair-Person, addressed

- a. Readdressed JSEC mission located in the Bi-laws
- b. Facilitated Round Table discussions on
 - i. Goals for JSEC that were addressed: to increase membership by answering "What are we going to offer?" Implementation of new agenda. Connect more effectively with SHRM.
 - ii. Modified agenda's for JSEC meetings (see attached).
 - a) The vision for new agenda is to focus on:
 - 1) Bringing in guest speakers,
 - 2) Sharing employer issues to allow employers a forum to learn and grow from each other's best practices, ensure there are "take home" items for committee members.

- iii. Topics for meetings to possibly include:
 - a) Health Care, Safety, Retention/Recruitment, Personnel Development, Volunteer Opportunities, Internships, Community Outreaches, Social Media training, How to increase use of Job Service services, MT economy, How to work with Job Seekers in preparing them for interviews, etc., Wage comparisons.

VI. Next meeting of the BJSEC will be Wednesday September 18th, 2013 at the Billings Job Service.